

National Registry of Evidence-based Programs and Practices: Documentation Required for Reviews

NREPP supports evidence-based decisionmaking by providing users with timely and reliable information on interventions for the prevention and treatment of mental and substance use disorders. SAMHSA has developed this online resource to help people, agencies, and organizations implement programs and practices in their communities. The main elements of an NREPP review and summary are:

- Quality of Research ratings
- Readiness for Dissemination ratings
- Descriptive information (relevant populations and settings, outcomes, costs, replications, implementation history, adaptations, etc.)

Before any review can begin, NREPP must receive adequate documentation to develop the Quality of Research and Readiness for Dissemination ratings.

See Table 1 for a list of the types of supporting documents that should be submitted for each rating area.

Table 1: Quality of Research and Readiness for Dissemination—Supporting Documentation

Rating Area	Criteria	Supporting Documentation
Quality of Research	<ul style="list-style-type: none"> • Reliability of outcome measures • Validity of outcome measures • Intervention fidelity • Missing data and attrition • Potential confounding variables • Appropriateness of analysis 	Research articles, evaluation reports, grant final reports, replication studies, implementation manuals, data collection protocols
Readiness for Dissemination	<ul style="list-style-type: none"> • Availability of implementation materials • Availability of training and support resources • Availability of quality assurance procedures 	Implementation guides, training manuals, training presentations and curricula, quality assurance and monitoring protocols and procedures, process and/or outcome data collection protocols, products and materials adapted for different age/cultural groups, costs to purchase program-related materials

Note: For interventions with a large number of published studies, a MANILA Scientific Review Coordinator (RC) will assist applicants in identifying which primary publications will be reviewed (generally, no more than 12).

Materials for the Readiness for Dissemination part of the review must be submitted to NREPP in exactly the same format in which they are distributed to the public. For example:

- If a document is normally distributed to the public in hard-copy format only, submit hard copies of that document to NREPP. **When submitting hard-copy materials, please supply three (3) complete copies.**
- If materials are distributed to the public electronically via e-mail, e-mail those materials to NREPP in the same manner that they would normally be e-mailed to the public.
- If public access to materials is provided via a Web site, supply the applicable URLs for those materials to NREPP.

Please note that NREPP will not pay to access materials. Applicants are expected to ensure access to all materials required for implementation, including proprietary materials such as treatment manuals, handbooks, videos, and online courses (for the purposes of the review only).

Table 2 shows the descriptive information that NREPP reports for each reviewed intervention and the supporting documentation that is required for each.

Table 2: Descriptive Information—Supporting Documentation

Category	Description	Supporting Documentation
Populations and Settings	<ul style="list-style-type: none"> • Populations • Sample demographics • Settings 	Research articles, evaluation reports, grant applications, implementation protocols
Outcomes	<ul style="list-style-type: none"> • Main outcomes the intervention has targeted (maximum of five) 	List of outcomes and corresponding research articles, evaluation reports, grant final reports
Replication(s)	<ul style="list-style-type: none"> • Number • Independent or self-replications 	Research articles
Proprietary or Public Domain Intervention	<ul style="list-style-type: none"> • Identification of proprietary components or instruments 	List of proprietary items
Costs	<ul style="list-style-type: none"> • Per-person costs • Annual costs • Start-up costs 	Cost guides for users to purchase program materials, training, evaluation materials, cost per unit-of-service data, grant applications, excerpts from budgets, cost-benefit studies (if available)
Adverse Effects	<ul style="list-style-type: none"> • Type and number • Amounts of change reported • Type of data collection and analyses used • Intervention and comparison group and subgroups 	Research articles, evaluation reports, replication results
Adaptations	<ul style="list-style-type: none"> • Culture- or population-specific adaptations of the intervention 	Research articles, evaluation reports, grant applications, implementation protocols

Category	Description	Supporting Documentation
Implementation History	<ul style="list-style-type: none"> • Approximate number of sites that have implemented the intervention • Approximate number that have been evaluated for outcomes • Longest continuous and average length of implementation • Approximate number of individuals who have participated in the intervention 	Implementation and replication records, other archival information, administrative records on implementation and participation
Study Design	<ul style="list-style-type: none"> • Specific experimental, quasi-experimental, and preexperimental designs • Narrative description of the design 	Research articles, evaluation reports, grant applications

Cultural appropriateness of the applicant's intervention will be assessed across all criteria and will not be addressed as a separate dimension.

Other Required Information

Applicants should also provide complete contact information for at least one person who can answer public inquiries related to Research and at least one person who can answer inquiries related to Dissemination (i.e., program implementation). For each contact, provide:

- Name (including prefix and suffix, if applicable), and any professional degrees that should be listed (e.g., Ph.D., M.S.W.)
- Title(s)
- University name, company name, or other affiliation
- Physical mailing address
- Telephone and fax numbers
- E-mail
- Web site URL associated with either the intervention and/or the contact person